

RECORD OF PROCEEDINGS

Minutes of

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held Thursday, November 18, 2021 20

**CALL TO ORDER:** Mayor Williams called the Riverside, Ohio City Council Meeting to order at 6:00 p.m. at the Riverside Administrative Offices located at 5200 Springfield Street, Suite 100, Riverside, Ohio, 45431.

**ROLL CALL:** Council attendance was as follows: Ms. Campbell, present; Mr. Denning, present; Mrs. Franklin, present; Ms. Fry, present; Ms. Lommatzsch, present; Mr. Maxfield, present; and Mayor Williams, present.

Staff present was as follows: Josh Rauch, City Manager; Chris Lohr, Assistant City Manager; Tom Garrett, Finance Director; Kathy Bartlett, Public Service Director, Dalma Grandjean, Law Director; and Katie Lewallen, Clerk of Council.

**EXCUSE ABSENT MEMBERS:** No members of council were absent.

**ADDITIONS OR CORRECTIONS TO AGENDA:** The Executive Session at the end of the agenda was moved to take place after the agenda approval.

**APPROVAL OF AGENDA:** Deputy Mayor Lommatzsch motioned to approve the amended agenda. Ms. Campbell seconded the motion. All were in favor. **Motion carried.**

**EXECUTIVE SESSION:** Mr. Denning motioned to go into Executive Session for the reason listed on the agenda, personnel matters. Mrs. Franklin seconded the motion. Roll call went as follows: Mr. Denning, yes; Mrs. Franklin, yes; Ms. Campbell, yes; Ms. Fry, yes; Ms. Lommatzsch, yes; Mr. Maxfield, yes; and Mayor Williams, yes. **Motion carried.**

Council recessed into Executive Session at 6:02 pm.

**RECONVENE:** Council reconvened at 6:49 pm.

**PLEDGE OF ALLEGIANCE:** Mayor Williams led the pledge of allegiance.

**MINUTES:** Mr. Denning motioned to approve the minutes from the November 4, 2021 council meeting. Mrs. Franklin seconded the motion. All were in favor. **Motion carried.**

**FINANCIAL REPORT:** Mr. Garrett stated that no October activity for Wright Point included because they have to wait for Collier’s report, which he received yesterday. There will be a month delay for Wright Point in their financial system. Ms. Fry stated that it looks like they dropped off on the income tax in October. Mr. Garrett replied they only received \$253,000, but that is largely a timing problem. They only got one distribution from CCA in October. They have received two already in November. Mr. Denning motioned to accept the October financial report. Deputy Mayor Lommatzsch seconded the motion. All were in favor. **Motion carried.**

**LIQUOR LICENSE:** Taqueria 3 Hermanos, LLC requested a new D2 license. The background check indicated there was no need for a hearing. Council did not request a hearing.

**COUNCIL HANDBOOK REVIEW:** Ms. Grandjean stated that the handbook is a useful compilation of policies that council can refer to. There was a section at the end regarding a written evaluation of the city attorney that she indicated needed removed. A written evaluation is a condition of employment by the city and the city attorney is a contracted position. Mr. Rauch added that putting them in a handbook that they adopted, it would create duplication of what is already in the Administrative Code. If they decide to adopt the handbook, they would bring forward legislation that would repeal the duplicate parts of the code and replace it with something that says it is in the handbook. Ms. Grandjean stated that the Administrative Code is law and the handbook is not law. If at a later point realize an inconsistency between the handbook and the ordinances, the ordinances would prevail over

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the handbook. Discussion was held that the handbook would come forward for adoption by motion at an upcoming business session.

**WRITTEN CITIZEN PETITIONS:** Mayor Williams stated any citizens who would like to speak should fill out a petition and turn it in to the clerk.

**DEPARTMENT UPDATES:**

**A) Finance Department** – Mr. Garrett stated that looking ahead and working with the draft budget, he plans to present a permanent appropriation in early December. They met with the financial advisor and bond council about upcoming debt issues as the Wright Point note comes around in March and they need to get started. They also need to borrow \$1.4 million for the paving projects coming up in the next year. He added that the city received its rollback distribution from the state and it has been forwarded on to Brantwood in accordance with the terms of the TIF agreements.

**B) Community Development Department** – Mr. Rauch stated that Mr. Burkholder was in quarantine at the moment, but asymptomatic.

**C) Administration Department** – Mr. Lohr stated they are close to getting quotes on the health insurance renewal. They did not get a favorable renewal quote from Medical Mutual, but are hoping the numbers look better than initially presented. Regarding the finance software, it looks like they will have to bid that out before they can get started and sign an agreement to do the upgrade. They will put together some specs and put out to bid before the end of the year so they can start the upgrade in the second or third quarter of the year. Mr. Denning asked if there were state level software bids. Mr. Lohr stated he wished there was for this. He searched on the list for state bids and did not find it. He also checked with CMI and they do not have a contract at the state level.

**D) City Manager Report** – Mr. Rauch stated they are putting the finishing touches on the budget to present at the first council meeting in December. He is continuing to reach out to staff and union representatives to meet people he hasn't had a chance to do that yet and to be open and transparent on the budget process. In December and January, he will be in front of council on other priorities that are on the big list coming up in the next couple of months. These are things they may want to have work sessions on: communication, PUDs, nuisance abatement, and other budget related items. He reminded citizens this is the last meeting before Thanksgiving and if they have driven by the sign in front of the fire station just to remember that hot oil and water do not mix and to be safe and not cause accidental fires.

**PUBLIC COMMENT ON AGENDA ITEMS:** Mayor Williams stated if anyone wishes to comment on agenda items they need to fill out a form in the back and hand it to the clerk.

**NEW BUSINESS**

**A. ORDINANCES**

**I) Ordinance No. 21-O-782 – Approving current replacement pages to the Riverside Codified Ordinances, and declaring an emergency. (1<sup>st</sup> reading)**

Mr. Rauch stated this is a housekeeping item codifying the ordinances for the community. The clerk indicated the declaring an emergency would make the ordinance effective on its date of passage should it pass after the second reading.

Deputy Mayor Lommatzsch motioned to approve Resolution No. 21-O-782. Mr. Denning seconded the motion. Roll call went as follows: Ms. Lommatzsch, yes; Mr. Denning, yes;



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Ms. Campbell, yes; Mrs. Franklin, yes; Ms. Fry, yes; Mr. Maxfield, yes; and Mayor Williams. **Motion carried.**

## B. RESOLUTIONS

- I) **Resolution No. 21-R-2726 – Authorizing the city manager to enter into a service agreement with the law offices of the Montgomery County Public Defender to provide legal counsel to indigent persons charged with violations of municipal ordinances for the year 2022, under certain terms and conditions.**

Mr. Rauch stated this was another housekeeping item, an annual contract with the Montgomery County Public Defenders office to provide defense for indigent persons who may violate municipal ordinances.

Mr. Denning motioned to approve Resolution No. 21-R-2726. Mr. Maxfield seconded the motion. All were in favor. **Motion carried.**

- II) **Resolution No. 21-R-2727 – Authorizing the city manager to enter into a contract with the Ohio Department of Transportation for signal improvements at the intersection of Woodman and Burkhardt.**

Mr. Rauch stated is the final resolution to enter into a contract with ODOT for signal improvements and Woodman and Burkhardt. This project has been in process for some time and has gone out for bid. There was a difference in the amount the city would pay as bids came in higher, which is largely a function of just changes and the market conditions from the original estimates. Funds are allocated to proceed forward to redo the signals and the timings of those signals.

Mr. Denning motioned to approve Resolution No. 21-R-2727. Mrs. Franklin seconded the motion.

Ms. Fry asked if this took into account the changes that would occur when Kroger moves in or is it separate. Ms. Bartlett replied it is a completely separate project as it began August 2020. The signal will work for the Kroger development.

All were in favor. **Motion carried.**

**PUBLIC COMMENT ON NON-AGENDA ITEMS:** No one was present to comment.

**COUNCIL MEMBER COMMENTS:** Mr. Maxfield stated he would like to make a motion to bring forward legislation for a donation of \$250 to Project Share at the next council meeting. Ms. Fry seconded the motion. Mr. Maxfield stated that Project Share is thruhg the Lions Club and helps to make a better Christmas for children in the city as well as gather food and working in conjunction with Stebbins every year. This is separate from the Jaycees. Mr. Denning stated that student senate and the Lions Club work together and feed about 120 families a year. Families with children get gifts, but they also take care of the few of the elderly at Mad River Manor with food. Student senate does the shopping for gifts for the children. They may also get a request from the student senate. Mr. Maxfield added that it is a great experience for students to do that and they do a great job raising funds.

All were in favor for bringing forward legislation at the December 2, 2021 meeting for a \$250 donation to the Lions Club “Project Share” annual Christmas project. **Motion carried.**

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Mr. Maxfield wished all a Happy Thanksgiving and stated he would be at a conference at the December 2 and December 16 meetings. He will be present for the work session on December 9.

Mrs. Franklin wished everyone a Happy Thanksgiving. She stated between 2:00 am – 5:00 am, there will be the longest lunar eclipse in 580 years that will peek at around 3:15 am.


Deputy Mayor Lommatzsch wished everyone a Happy Thanksgiving and to be good to each other and thankful for everything they have.


Mr. Denning wished everyone a Happy Thanksgiving and Happy Holidays, Merry Christmas.

Deputy Mayor Lommatzsch asked when they would have installation. She indicated January 6, 2022 would be late in the year as they would be a week into the year. They usually have the swear in the first week of January. Mr. Denning suggested they do an official swearing in on the 1<sup>st</sup> or 2<sup>nd</sup> of January and ceremonial one on January 6, 2022. Mayor Williams stated the January 1 is a Saturday and January 2 is a Sunday. Discussion was held on swearing in. The clerk stated everyone who has been elected or re-elected needs to be sworn in. Ms. Campbell suggested they be sworn in at the last council meeting of December. Discussion continued. Mayor Williams stated they would work it out.

Mayor Williams stated they are still working in draft forms of the budget and are appreciative to staff and department heads for all they are putting in to the budget. He stated it is clear to council the overwhelming support the voters had for the public safety and it is a top concern and priority for council. This budget is a first budget in a new income tax paradigm they are working under. The focus will be on public safety the citizens have demanded through the ballot initiative. The amount of income tax revenue going to public safety and the restoration of the tax credit approved overwhelmingly will be exactly what the citizens received starting January 1. In addition, with the new council starting January 1, he wants it to be clear to citizens they will be dedicating more resources to public safety from the income tax than they ever have as a city. As they work through the new budget he is excited and optimistic at the opportunities presented to them to build a strong foundation for cash reserves and to solidify a lot of positions they want to respond to citizen needs and their priorities. He is confident that what the citizens made clear for what they want for the city is what they can deliver in years to come. They won't get there overnight, but they will get there. He is aware of the debate over the topic, and appreciates the civil civic engagement they have been able to witness in the last election cycle. He knows people care about the city deeply. He is thankful for his fellow councilmembers and for the citizens who have entrusted them with this investment in public safety, and they will follow through. He can't wait to get to work on January 1 with the new city manager and budget paradigm.

**ADJOURNMENT:** Mr. Denning motioned to adjourn. Ms. Campbell seconded. All were in favor; none opposed. The meeting adjourned at 7:22 pm.

  
Peter J. Williams, Mayor

  
Clerk of Council